



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: October 20, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of October 24, 2016

October 24, 2016 Monday	Highway Committee	8:00 a.m.	Highway Committee Room 1425 Wisconsin Dr, Jefferson
October 25, 2016 Tuesday	Nutrition Project Council	2:00 p.m.	Workforce Development Center 874 Collins, Rm 103, Jefferson
	County Board & Public Hearing	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
October 26, 2016 Wednesday	Administration and Rules Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Criminal Justice Collaborating Council	12:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
October 27, 2016 Thursday	Community Action Coalition		
October 28, 2016 Friday	Law Enforcement and Emergency Management Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
October 29, 2016 Saturday	Solid Waste/Air Quality Recycling Event	9:00 a.m.	Village of Palmyra 203 Jefferson St, Palmyra
October 30, 2016 Sunday	No Scheduled County Meetings		



Jefferson County Highway Committee Meeting

Monday, October 24, 2016
Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549

8:00 a.m.

Committee Members: Don Reese-Chairman, Ron Buchanan-Vice
Chairman, Mike Kelly-Secretary, James Braughler,
Blane Poulson

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the
Committee on specific agenda items must register their request at this time)
6. Approve minutes from October 5, 2016 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Review 2016 highway project schedule
 b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (November 29, 2016)
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the
Jefferson County Board of Supervisors, may be present at this meeting.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the
County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can
be made."*

Nutrition Project Council Agenda
Jefferson County
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI

Date: October 25, 2016

Time: 2:00p.m.

Committee Members: Karen Anfang, Carol Ellingson, Janet Gerbig, Roxy Granzow,
Barb Natrop, Rita Kannenberg, Holly Ingersoll

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Opening Meetings Law
4. Approval of the agenda
5. Approval of Nutrition Project Council minutes: July 26, 2016
6. Communication
7. Public Comment
(Members who wish to address the committee on specific agenda items must register their request at this time)
8. Discuss Contest "Name our Program"
9. Discuss Meal Temp Issues & Policy Guidelines
10. Roundtable discussion regarding current and future services provided by Senior Dining, included updates, issues and concerns regarding various meal sites
11. Adjourn

Next scheduled meetings: Tuesday, January 24, 2017
 Tuesday, April 25, 2017
 Tuesday, July 25, 2017
 Tuesday, October 24, 2017

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AGENDA

JEFFERSON COUNTY BOARD MEETING & PUBLIC HEARING

Tuesday, October 25, 2016 7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 5354**

1. **CALL TO ORDER**
 2. **ROLL CALL BY COUNTY CLERK**
 3. **PLEDGE OF ALLEGIANCE**
 4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
 5. **APPROVAL OF THE AGENDA**
 6. **COMMUNICATIONS**
 - a. Letter from Government Finance Officers Association dated October 11th regarding Certificate of Achievement for Excellence in Financial Reporting Award
 7. **SPECIAL ORDER OF BUSINESS**
 - a. Compliance with Wisconsin Open Meetings Laws – J. Blair Ward
 8. **PUBLIC HEARING ON THE 2017 RECOMMENDED BUDGET** (Public Comment on Budget items)
 9. **PUBLIC COMMENT** (Public Comment on Non-Budget agenda items)
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **FINANCE COMMITTEE**
 - a. Resolution – Disallowing of claims
 11. **HISTORIC SITES PRESERVATION COMMISSION**
 - a. Ordinance – Amending the Historic Sites Preservation Commission and Program Ordinance
 12. **HUMAN SERVICES BOARD**
 - a. Resolution – Authorizing execution of state human services contracts, consortium agreements and professional/care provider contracts
 - b. Resolution – Authorizing reduction of audit compliance report threshold
 13. **PUBLIC COMMENT** (General)
 14. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Richard Jones, Waterloo, WI, to the Human Services Board for a three-year term
 - b. John McKenzie, Fort Atkinson, WI, to the Human Services Board for a three-year term
 - c. Cynthia, Crouse, Jefferson, WI, to the Human Services Board for a three-year term
 - d. Dwayne Morris, Watertown, WI, to the Jefferson County Library Board for a three-year term
 - e. Jeff Zaspel, Fort Atkinson, WI, to the Jefferson County Library Board for a three-year term
 - f. Dwayne Morris, Watertown, WI, to the Bridges Federated Library Systems Board for a three-year term
 15. **ANNOUNCEMENTS**
 16. **ADJOURN**

**PLEASE BRING PREVIOUSLY DISTRIBUTED COPY OF THE
2017 RECOMMENDED BUDGET TO THIS MEETING**

NEXT COUNTY BOARD MEETING

MONDAY, NOVEMBER 14, 2016 – 7:00 P.M. – ROOM 205

(ADOPTION OF THE 2017 COUNTY BUDGET IS SCHEDULED FOR THIS MEETING)

AGENDA

Administration & Rules Committee

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, October 26, 2016, Room 203, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the September 28, 2016 Committee meeting minutes
7. Approval of the October 11, 2016 County Board meeting minutes
8. Communications
9. LEAN Presentations
 - a. County Board Agenda Process - Corporation Counsel, County Clerk, Administration
 - b. Policy Paradigm - Health Department
 - c. Construction Project Planning - Highway
 - d. Chaotic Files - Land Information
10. Update on preparations for November 8th Election – County Clerk
11. Review RFP for Facilitator of the Strategic Plan Update
12. Update on Intergovernmental Agreement with Dodge County for Economic Development
13. Update on Supervisory District 24
14. Discussion and possible action on Task Force assignments – County Board Committee and work flow process (Braughler, Nass, Frank)
15. Financial Reports (September)
 - a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk
 - f. Register of Deeds
16. County Administrator's monthly report
17. Discussion and possible action on tentative future meeting schedule and agenda items (November 30, 2016)
All meetings in Room 112 at 8:30 a.m. unless noted
18. Adjourn

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AGENDA
JEFFERSON COUNTY
CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**
311 S. Center Avenue
Jefferson, WI 53549

Committee Members

Randy Koschnick
Circuit Court Judge

Jim Schroeder
County Board Chair

Susan Happ
District Attorney

Paul Milbrath
County Sheriff

Carla Robinson
Clerk of Courts

John David
Mayor – City of Watertown

Jeffrey De La Rosa
Public Defender's Office

Brian Dykstra
Department of Corrections

Ben Wehmeier
County Administrator

Kathi Cauley
Human Services Director

J. Blair Ward
Corporation Counsel

Lynn Forseth
Literacy Council Executive Director

Dale Lutz
Lieutenant - Jefferson Police Dept.

Barbara LeDuc
President/CEO-Opportunities, Inc.

Michael Wallace
President/CEO-Fort Healthcare

Wednesday, October 26th, 2016 at 12:00 noon

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from September 28, 2016 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. New Business
 - a) Discussion and possible action related to 2017 DOJ grant application to include review of diversion programs and treatment court options
 - b) Discussion and possible action on the Policy and Procedure Manual for the JCATC (Ms. Zarwell)
7. Routine Reports
 - a) Update on monthly jail data
 - b) Update on JCATC outcomes and 2016 year to date (Sara Carpenter)
 - c) Update on SCRAM and Remote Breath
8. Updates on coordination with Recidivism Council and other agencies.
9. Discussion on heroin/opiates.
10. Agency updates.
11. Future meeting dates:

December 7, 2016	12:00 noon
January 25, 2017	12:00 noon
12. Future agenda items.
13. Adjourn.

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Jefferson County
Law Enforcement/Emergency Management Committee
Courthouse, Room 112 / 311 S Center Avenue/ Jefferson WI 53549

Friday, October 28, 2016 @ 8:30 A.M.

COMMITTEE MEMBERS: Dwayne Morris (Chair), Kirk Lund, Ed Morse, Michael Wineke and Dick Schultz

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review the Agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time.
6. Approval of Minutes from the September 23, 2016 Meeting
7. Review Emergency Management Budget
8. Discussion on Off-Site Plans 2016 Plan of Work – 2nd Half
 - a. Valero – Johnson Creek – Sulfuric Acid, Max Daily Amount Reported 153,500 lbs. – Complete
 - b. Air Liquide – Johnson Creek – Anhydrous Ammonia, Max Daily Amount Reported 8,216 lbs. – Complete
 - c. Digi-Star – Fort Atkinson – Sulfuric Acid, Max Daily Amount Reported 2,632 lbs. – Complete
 - d. Insight FS – Palmyra – Paraquat Dichloride, Max Daily Amount Reported 28 lbs – Facility states that this is no longer on site and will not be in the future – final transmittal complete
 - e. Tyson – Jefferson – Anhydrous Ammonia, Max Daily Amount Reported 68,325 lbs., Sulfuric Acid, Max Daily Amount Reported 4,578 lbs. – plant is closing – final transmittal complete
 - f. Dean Kincaid, Inc. – Palmyra – Methomyl, Approximately 12,000 lbs. of solution – currently working with Wisconsin Emergency Management to determine if this qualifies as a planning facility.
 - g. OSI Industries, LLC – Fort Atkinson – Anhydrous Ammonia, Max Daily Amount Reported 80,000 lbs., Battery Acid (Sulfuric Acid), Max Daily Amount Reported 4,725 lbs. – Complete
 - h. Perry Way Foods – Watertown – Anhydrous Ammonia, Max Daily Amount per discussions with facility is 14,000 lbs. – Complete
9. Discussion on Off-Site Plans 2017 Plan of Work – 1st Half
 - a. Lakeland Cold Storage – Lake Mills – Sulfuric Acid, Max Daily Amount Reported 4,998 lbs. – Visit to be scheduled
 - b. Wis-Pak – Watertown – Anhydrous Ammonia, Max Daily Amount Reported 7,584 lbs – Sulfuric Acid (Batteries), Max Daily Amount Reported 19,200 lbs. – Sulfuric Acid 93% (Wastewater Treatment), Max Daily Amount Reported 23,000 lbs. – Visit to be scheduled
 - c. Generac Power Systems – Whitewater – Sulfuric Acid(Batteries), Max Daily Amount Reported 44,159 lbs. – Sulfuric Acid 30% (Wastewater Treatment), Max Daily Amount Reported 31,311 lbs. – Visit to be scheduled
 - d. Whitewater Cogeneration Facility – Whitewater – Sulfuric Acid, Max Daily Amount Reported 54,000 lbs. – Visit to be scheduled
 - e. Generac – Collins Rd Jefferson – Sulfuric Acid, Max Daily Amount Reported 4,856 lbs. – Visit to be scheduled
10. Discussion on Integrated Public Alert and Warning System (IPAWS)
11. Discussion on Child Abduction Response Team (CART)
12. Discussion on Watertown Full Scale Exercise
13. Discussion on Hazard Mitigation Grant Program (HMGP) and Community Development Block Grant Program (CDBG)
14. Discussion on August 2016 – October 2016 Activities
 - a. Voluntary Organizations Active in Disasters (VOAD) Coordination Call
 - b. WI Emergency Management Association (WEMA) Representative
 - c. Jefferson National Night Out

- d. National Weather Service Webinar
- e. 2017 Budget, over \$660 for 2016
- f. FEMA Region V Power Outage Workshop
- g. Local Emergency Planning Committee (LEPC) Meeting
- h. EMS Association
- i. HAZMAT Review Nestle' Purina
- j. LEAN Program
- k. Child Safety Fair – Johnson Creek
- l. SE Region/Collaboration Meetings
- m. Children in Disasters Webinar
- n. EM Quarterly Meeting – Administration
- o. Program Reports – Miles Paratus
- p. Program Reports Public Private Partnerships
- q. Public Private Partnership Organization
- r. Active Shooter – Jefferson High School
- s. Courthouse Security and Facilities Meeting
- t. FFY 2017 Plan of Work (POW)
- u. WI Recovery Task Force Meeting
- v. Debris Management Plan
- w. Chiefs and Sheriff Association
- x. ARES/RACES Set Exercise
- y. Pipeline Group Meeting
- z. WEMA Conference
- aa. Trainings Workshop Webinars
- bb. Daily Operations

15. Correspondence

16. Date and Time of Next Meeting – Friday, November 25, 2016 at 8:30 a.m. (This is a holiday so meeting re-schedule will need to be discussed)

17. Adjourn

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Jefferson County

Solid Waste/Air Quality Committee – Recycling Event

Saturday, October 29, 2016 – Time: 9 a.m. – noon.

*Village of Palmyra Public Works Building
203 Jefferson Street
Palmyra, WI 53190*

Members: Don Reese-Chair, Gregg Patrick-Vice Chair, Laura Payne-Secretary, Gary Kutz and Kirk Lund

Staff: Rob Klotz and Sharon Ehrhardt

1. Recycling Event Operation

A. Place: Village of Palmyra Public Works Building

Directions: Take US Highway 106 to First Street in the Village of Palmyra. Turn left onto First Street continue on First Street taking a left turn on to Jefferson Street or County Road E. Brick building down about one block on the right side of the street.

B. Time: 9 a.m. to noon

Refrigerant Depot & Legacy Recycling will be set up before residents arrive.

2. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

This is a Recycling Event no business will be conducted!

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE COUNTY ADMINISTRATOR 24 HOURS PRIOR TO THE MEETING AT 920-674-7101 SO APPROPRIATE ARRANGEMENTS CAN BE MADE.